

# OKLAHOMA MODEL RAILROAD ASSOCIATION

## STANDING RULES

### ARTICLE I

#### Purpose

These standing rules are for the Oklahoma Model Railroad Association (OMRA), an organization of Model Railroaders based in Oklahoma City, Oklahoma.

### ARTICLE II

#### Membership

**Section 2.1** Any guest may attend an Association function and look over the facilities and equipment to determine if they are interested in joining. They may be offered the use of facilities and/or another member's equipment to see how to operate the layout. These visits are to be encouraged.

**Section 2.2** A guest may attend up to 3 times to determine interest in the association and potential compatibility. At the end of 3 visits, or sooner if desired, the guest may be asked to become a member of the Association. He/she fills out application and pays the appropriate dues. This application will be presented to the Association during a scheduled business meeting, with the applicant present. The members present will then vote on accepting the applicant. If the applicant is rejected, the dues will be returned.

**Section 2.3** Family members as defined in the bylaws have the same right to use the facilities as a full member. These rights do not include voting or election as a club officer. Children must be accompanied by and actively supervised at all times by a family member.

### ARTICLE III

#### Dues

**Section 3.1** Membership dues are \$240.00 per year or \$60 payable quarterly.

**Section 3.2** Dues for new members are also \$240.00 per year or \$60 payable quarterly. Members joining after February will be offered prorated dues of \$60.00 per quarter for the remainder of the year. Dues for Nonresident Members shall be \$60 per year payable annually

### ARTICLE IV

#### Meetings

**Section 4.1** Association Meetings shall be held on the second Sunday of every month at 4:00 PM in the Association facilities unless otherwise designated by the President at least two weeks in advance. Meetings are open to the public.

**Section 4.2** Work sessions may be called at any time to work on association projects. These are voluntary.

Proposed 8-14-2016, ratified 9-14-2016. Amended 2-10-2018, June-10-2018 and December 9, 2018

## **ARTICLE V**

### **Financial Transactions**

**Section 5.1** All authorized financial transactions shall be handled by the Treasurer. All bills, receipts and other financial transactions shall be sent to the Treasurer. The Treasurer will maintain these records. All records stored will be transferred to the new officer taking office by the 5th of January of the year they take office.

**Section 5.2** The President may authorize expenditures up to \$100.00 without club approval. (This total should never be exceeded in any monthly period.) Any amount exceeding this shall be presented to the Association at a scheduled meeting and approved by a simple majority of members present & voting.

**Section 5.3** Checks written to Association Officers require the signature of a different officer. Checks written to Association members may be signed by any Officer. Authorized expenditures to a business or non member may be paid with a single signature of any Officer.

## **ARTICLE VI**

### **Newsletter**

**Section 6.1** The Association newsletter shall be produced every month to be distributed to the membership and, if available, to any guests. The newsletter will be distributed electronically (via email). Hard copies will be made available to those members not having email access.

**Section 6.2** The position of editor is determined by and at the pleasure of the Executive Committee. The Executive Committee may replace the editor at any time without cause. The Association shall pay for any expense incurred for publication of the newsletter.

**Section 6.3** All submissions should be given to the editor within a time limit set by the editor. All members have the right to submit articles to the newsletter editor for publication. The newsletter editor will determine format required.

**Section 6.4** The newsletter will be submitted to the Executive Committee for approval at least 3 days prior to the scheduled publishing date. After approval by all Executive Committee members, the editor will then publish the newsletter within the allotted time.

**Section 6.5** The newsletter shall be published and made available to the general membership at least 5 calendar days before the scheduled monthly business meeting. Newsletters may also be distributed to local hobby shops as agreed to. It shall be the responsibility of the editor to ensure that this is done.

## **ARTICLE VII**

### **Standards and Recommended Practices**

**Section 7.1** Standards and practices for building modules and maintaining rolling stock including locomotives shall follow the standards listed in the Association Standards and Recommended Practices handbook.

Proposed 8-14-2016, ratified 9-14-2016. Amended 2-10-2018, June-10-2018 and  
December 9, 2018

## **ARTICLE VIII**

### **Operation**

**Section 8.1**     *Day to Day Operation:* This is when members of the Association and their invited guests come together to run their rolling stock and other equipment on an assembled layout in a “fun and informal” manner. Such activities may or may not incorporate “work in progress” modules, “troubleshooting” sessions, testing of new or different control activities, or to let individuals test and or run new or special equipment. This may involve incorporating building projects, including special interest activities etc. In general, day to day operation is an Association activity to encourage member participation and model railroad activities in an informal setting.

**Section 8.2**     *Operating Sessions:* An operating session is when the layout is operated in similar fashion to real railroads. All members of the Association and invited guests are encouraged to participate in an operating session. All participants must use rolling stock and other equipment that has been checked in, documented and meets the Association standards for use during the operating session.

**Section 8.3**     *Work Sessions:* A work session does not require an assembled layout. Its primary purpose is to perform development, construction, maintenance and or repair to layout modules, electronic and or control equipment. Such sessions are likely to incorporate “work in progress” modules, troubleshooting sessions, testing of new or different control activities, let individuals test or run or special equipment, incorporating building projects, including special interest activities, etc.

**Section 8.4**     *Member Participation:* It is expected that every participant will operate and respect the layout, all rolling stock and all equipment as if it were their own.

**Section 8.5**     *Equipment:* HO scale equipment, locomotives or cars, brought to be run on the layout should be of American style, that is two-rail. Our operating equipment is Digitrax® DCC and only compatible powered equipment and locomotives can be run on the layout. No provision will be made for European designed equipment requiring 3rd rail operations, or for overhead centenary. International equipment may be run as long as it meets these provisions. This does not mean that a module owner can not equip their module for the above operations; it only means that the club will not require it of all members.

**Section 8.6**     *Access.* Full members shall comply with all rules published by the building owner with regard to access to the Association’s building, including fingerprint technology. Only full members who have been a member of the Association, or another public not for profit model railroad organization, for more than a year, will have access to a building key.

## **ARTICLE VIX**

### **Prohibited Items**

Proposed 8-14-2016, ratified 9-14-2016. Amended 2-10-2018, June-10-2018 and  
December 9, 2018

**Section 9.1** The following items are prohibited from the Association property and any Association gathering unless advance approval is given by the Association voting to waive this rule for a specific function. Approval is 2/3 of those members voting at the club business meeting is required.

1. Drugs, except prescription.
2. Tobacco.
3. Alcohol.

## **ARTICLE X**

### **Guests and Children**

**Section 10.1** Any club member bringing a guest or child to a club function is responsible and liable for any damage done to the Association's facilities or equipment or another club member's equipment and for that person's conduct.

**Section 10.2** Members are asked to provide not only guidance, but **Close Personal Supervision** of any children they bring out. Please bring something to entertain and/or keep them busy. Specifically, please do not allow the following to happen:

1. Do not allow children to handle or use tools UNLESS under your direct supervision.
2. Do not allow children to play with rolling stock, locomotives, vehicles, buildings, etc. If the above are items your own, this does not apply, but please do not allow the above items to be played with on the layout, unless they are playing on your personal module/section.
3. This does not mean that your children are not allowed to use the layout and controls to build up and operate trains in a responsible manner. Common sense and direct supervision must be used in this area.
4. Close personal guidance also means that members are not to leave guests / children in the facilities when they are not there. If you leave the property, you must take your guest / children with you.

## **ARTICLE XI**

### **Amendment Procedure**

**Section 11.1** Any proposed amendment to these Standing Rules must be presented in writing at a business meeting. The amendment will be voted on at the next business meeting (i.e., an amendment proposed in January would be voted on in February after being discussed at the January and February meeting). A 2/3 majority of eligible members voting at the business meeting must vote to approve the amendment.

## **ARTICLE XII**

### **Availability**

**Section 12.1** A copy of these Standing Rules shall be maintained by the Executive committee. Any active member may obtain a copy upon request.

Proposed 8-14-2016, ratified 9-14-2016. Amended 2-10-2018, June-10-2018 and  
December 9, 2018

**ARTICLE XIII**  
**Standing Rules**

**Section 13.1** Should a conflict arise, the Articles of Incorporation shall supersede the Bylaws and the Bylaws supersede the Standing Rules.

Proposed 8-14-2016, ratified 9-14-2016. Amended 2-10-2018, June-10-2018 and  
December 9, 2018